

To: Boltik, Sam[Boltik.Sam@epa.gov]
From: Edstrom, Cathy
Sent: Mon 8/17/2015 2:55:51 PM
Subject: Internet Services Weekly Report for Internet Services Team, Aug. 10-16, 2015

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Task 1. Organization and Maintenance of EPA's Public Access and Intranet Web sites

	Production	Test	Total
Web Pages Updated	40	34	74
Web Pages Created	4	8	23
Web Sites Created			

The EPA homepage was modified twice on Mon., Aug. 10 and once on Thu., Aug. 13. An Internet Librarian updated the outage notice on buckeye but then removed it later on Friday, Aug. 14 as requested by OEI

An Internet Librarian updated the Recent Additions page as requested by OPA.

An Internet Librarian updated the Spanish site as requested by OPA.

An Internet Librarian updated the Mercury site as requested by OPA.

An Internet Librarian updated the Gold King Mine site as requested by OPA.

Technical/Computer Problems

unresolved

- 1.) share drive continues to be very slow in WS_FTP and Dreamweaver, (ticket # 1359786) – still a problem with new laptop. I've emailed EZ Tech back to let them know the problem still exists.
- 2.) Two team members need elevated Systems privileges.
- 3.) Ticket# 1516192 – An Internet Librarian wants to get juniper re-installed so it will work better remotely. Waiting for tech.
- 4.) Ticket# 1548024 – An Internet Librarian couldn't connect to epapub.epa.gov with connected remotely with my RSA token. Called Call Center and Vicki Hare said there is probably nothing they can do about it.

Resolved

Intranet

OneEPA Workplace - updated banners, oneepa site, OPM cybersecurity incident page, financial page and drop-down menu

OneEPA email inquiries: 6 emails responded.

Subtask 1A. Web 2.0 applications, look and feel, content design, section 508 compliance, and testing

Subtask 1B. Data Finder Blog

Task 2. Responding to Requests for Information and Track Comments

Task 3. Handle Controlled Correspondence

Task 4. Environmental Subset of the Daily Federal Register

An Internet Librarian prepared FR TOC daily.

Task 5. Describe Information Resources

Task 6. Controlled Vocabulary

Subtask 6A. Information Architecture Support

Subtask 6B. Updating Terms of Environment

Task 7. EPA Portals

Task 8. Technical Analysis and Consultation

Task 9. Improve Awareness of EPA Internet and Intranet Services

Task 10. Convert Documents to Digital Images

Task 11. Reporting Requirements

Task 12. Support for the Desktop Library

An Information Tech checked links, updated banners.

Task 13. EPA Headquarters Library Liaison

Task 14. Support for Law Library

Task 15. Library Network Coordination

An Information Tech updated banners, flyers, provided template support, and checked links.

Subtask 15 A. Procedures Updates and Edits

Task 16. EPA Headquarters and Chemical Libraries

Task 17. EPA Fort Meade

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